

Kentucky Applied Behavior Analyst Licensing Board

October 22, 2012

A regular meeting of the Kentucky Applied Behavior Analyst Licensing Board was conducted on October 22, 2012 at the Office of Occupations and Professions, in Frankfort, Kentucky.

<u>Members Present</u> Shelli Deskins, Ph.D., Chair Steve Foreman, Vice Chair Stephen Wood Brady Dunnigan, Attorney at Law <u>Members Absent</u> Scott Brinkman, Attorney at Law Stan Bittman, Ph.D.	<u>Occupations and Professions Personnel</u> Lindsey Lane, Board Administrator <u>Others</u> Michael West, General Counsel Ryan Halloran, Office of the Attorney General
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Call to Order

Dr. Deskins called the meeting to order at 10:58am.

Approval of Minutes

Minutes of the September 24, 2012 meeting were presented for the Board's review. Mr. Foreman made a motion to approve the minutes as presented. Mr. Dunnigan seconded that motion and it carried.

Financial Report

The Board reviewed their financial report that ended in September 2012. Mr. Foreman discussed the need for an allotment increase as the Board still has outstanding debt. Mr. Wood asked for the Office of Occupations and Professions to provide the Board with a current list of all outstanding bills including the administrative fee to the office, the Attorney General fees,

and the travel payments to board members. Ms. Lane will request that information from the offices financial section for the November meeting.

Report from O&P

Ms. Lane reported that the office is currently in the process of hiring two new employees to work in the Operations Section that handles the financial services for all boards. These two new employees are expected to arrive in November and will be a great asset to the team at O&P as they will assist with financial reports, and travel and per diem reimbursements.

Board Counsel Report

Mr. West reported at the Supervision Regulations have been filed with the Legislative Research Commission. The public comment hearing will be set for November. If no one submits any comments or recommendations the Board will not have to hold the hearing.

New Business

Ms. Lane informed the Board that they had one new application to review and possibly license. Mr. Dunnigan made a motion to approve the Application for Licensed Behavior Analyst submitted by Amanda Rupert. Mr. Wood seconded that motion and it carried.

Dr. Deskins informed the Board that since the Supervision Regulations have been filed that the Board needs to focus on creating a Supervisee Regulation. Dr. Deskins has reviewed the Wisconsin law and plans to create a draft of this regulation for the Board to review.

Dr. Deskins discussed the need for an application committee and a complaint committee for the Board. Mr. Wood volunteered to serve on the applications committee which will review all applications the morning of the meeting and bring any recommendations to the full board. The Board requested Dr. Bittman also serve on that committee. Mr. Foreman and Mr. Dunnigan volunteered to serve on the complaint committee. The complaint committee will only need to meet if there are pending complaints for review.

The Board received correspondence from an individual that feels their colleague is participating in unethical practices. After review of the letter, the Board requested this correspondence be sent to the individual in question and allow them twenty days to respond to these allegations. The complaint committee will meet to review the response once Ms. Lane has received it.

Travel and Per Diem

Mr. Foreman made a motion to approve travel and per diem for today's meeting. Mr. Dunnigan seconded that motion and it carried unanimously.

Adjournment

Mr. Foreman made a motion to adjourn the meeting. Mr. Wood seconded that motion and it carried unanimously.

Meeting adjourned at 12:06pm.